



DEPARTMENT OF THE NAVY  
NAVAL TRAINING CENTER  
2601A PAUL JONES ST  
GREAT LAKES, ILLINOIS 60088-2845

NTCGLAKESINST 11103.7

N5A

JAN 04 2000

NTC GREAT LAKES (COMPLEX) INSTRUCTION 11103.7

From: Commander, Naval Training Center, Great Lakes

Subj: POLICY CONCERNING PARKING AND STORAGE OF RECREATIONAL  
VEHICLES WITHIN FAMILY HOUSING AREAS

Ref: (a) NTCGLAKESINST 11200.4D Vehicle and Traffic  
Regulations  
(b) NAVFAC P-930 (Navy Family Housing Manual)  
(c) MWRDEPTSOP 24D (MWR Department Operating Procedures)

1. Purpose. To establish policy concerning parking and storage of occupant-owned recreational vehicles within the Navy family housing areas.

2. Scope. This instruction applies to all service members residing in Navy family housing located on board the Naval Training Center Complex, Great Lakes, including family housing units located at Fort Sheridan and Glenview.

3. Policy. Reference (a) established vehicle and traffic regulations for the Naval Training Center Complex, Great Lakes. The Assistant Chief of Staff for Housing, Naval Training Center, Great Lakes, promulgates regulations concerning parking and storage of recreational vehicles within the family housing areas as a part of his Housing Authority responsibilities set forth in reference (b).

4. Definitions

a. Recreational Vehicle. "Recreational Vehicle" is defined as any vehicle originally designed or permanently converted for temporary living quarters or for use in the pursuit of recreational activity. This includes motorized or non-motorized (pop-up type) campers, trailers, motor homes, boats, snowmobiles and camper shells. While not ordinarily defined as recreational vehicles, utility trailers are included for purposes of this instruction. Motorcycles are excluded as recreational vehicles for the purpose of this instruction.

b. Designated On-Base Parking/Storage Areas for Recreational Vehicles. The designated on-base parking/storage area for recreational vehicles housed at Great Lakes, that cannot be parked totally within the perimeters of the resident's garage or carport, is located on Great Lakes Drive, Forrestal Village. Fort Sheridan and Glenview family housing areas each has their own Morale, Welfare and Recreation parking storage facility for residents of those respective areas. The parking lots are managed by the Morale, Welfare and Recreation Department of the Naval Training Center. Use of the lot is subject to the provisions of reference (c). Use of off-base parking/storage facilities is at the discretion of the service member.

5. Action

a. Parking/Storage of Recreational Vehicles

(1) Permanent parking on streets, in parking lots, driveways, or other locations in the housing areas, with the sole exception of carports or garages, is prohibited. Further exceptions to this policy for temporary parking will be considered on a case-by-case basis and in certain limited circumstances. Examples of exception to this policy are listed in paragraph 6.b. of this instruction.

(2) Vehicles that appear to be abandoned will be considered illegally parked. After a 24-hour tow notice is placed on the vehicle, it will be removed at the owner's expense.

(3) If space is not available in the Morale, Welfare and Recreation Department recreational vehicles storage lot at the time of application, owners must ensure their name is retained on a waiting list and present a copy of the application for parking/storage space to officials of the Family Housing Department.

(4) Permanent parking in the assigned space, other than the resident's garage or carport, will be permitted when the recreational vehicle is the residence's primary source of transportation; i.e., one which is driven back and forth to work

JAN 04 2000

each day. If the vehicle is used as a primary source of transportation, the owner must request a letter of exception to policy from the Director, Family Housing Department. This letter will then be presented to the Naval Training Center Security Department (Badge and Pass Office) prior to issuance of a DOD decal and a special recreational vehicle pass which must be placed in a prominent place on the vehicle.

b. Temporary Parking of Recreational Vehicles

(1) Residents may park recreational vehicles in assigned family housing parking spaces while awaiting storage lot assignment.

(2) Temporary (not more than 2 weeks) parking of recreational vehicles is authorized under certain circumstances:

(a) Parking will be permitted in the resident's assigned parking space when the resident has an authorized guest whose only source of local transportation is the recreational vehicle; i.e., a motor home. Recreational vehicles may not be parked in unmarked or unreserved spaces. Any vehicle found in an unmarked/unreserved parking space will be subject to immediate tow at the owner's expense.

(b) Temporary parking at the resident's assigned quarters will be permitted when the resident uses the recreational vehicle during the move-in or move-out time period prior to change of occupancy. In no case will residents be permitted to live in their recreational vehicle for extended periods of time while parked within the family housing areas.

(c) Temporary parking will be permitted when the resident is cleaning the recreational vehicle prior to storage, or must retrieve/park the vehicle during periods when access to parking/storage lot is not available. (This time period would normally not exceed 3 days).

(d) At no time are residents or their guests permitted to utilize or connect government-provided utilities to recreational vehicles parked at their assigned quarters.

NTCGLAKESINST 11103.7

JAN 04 2000

(e) Major repairs to recreational vehicles within the family housing area are not permitted.

(f) Vehicles creating a safety hazard by their presence, such as obstructing the sight line of traffic, must be relocated even if all other provisions of this instruction are met.

(g) The vehicle may not constitute an eyesore, as determined by officials of the Family Housing Department.

6. Compliance with this instruction is a condition precedent to continued occupancy of Navy family housing.



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